

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE NO.)
89-294A REVISING THE FY 1989-90)
BUDGET AND APPROPRIATIONS SCHEDULE)
FOR THE PURPOSES OF INCREASED SOLID)
WASTE OPERATIONS AND ESTABLISHING A)
RENEWAL AND REPLACEMENT RESERVE)

ORDINANCE NO. 90-346
Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to modify the FY 1989-90 Budget; and

WHEREAS, The need for a modified budget plan has been justified; and

WHEREAS, Ordinance No. 89-319 adopted by the Council in November 1989, requires the establishment of a Renewal and Replacement Account beginning April 1990; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

That Ordinance No. 89-294A, Exhibit B, FY 1989-90 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in Exhibits A and B to this Ordinance for the purposes of increased Solid Waste Operations and establishing a Renewal and Replacement reserve within the Solid Waste Capital Fund.

ADOPTED by the Council of the Metropolitan Service District this

10th day of May, 1990.



Tanya Collier, Presiding Officer

ATTEST:


Gwen Rose-Barnett
Clerk of the Council

kr:ord89-90:swoper:ord
3/29/90

EXHIBIT A
ORDINANCE NO. 90-346

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE OPERATING: Budget and Finance							
	Total Personal Services	6.00	291,562	0.00	0	6.00	291,562
	Materials & Services						
521100	Office Supplies		1,855				1,855
521110	Computer Software		10,770				10,770
524190	Misc. Professional Services		3,000				3,000
525640	Maintenance & Repairs Services-Equipment		2,405		144		2,549
526200	Ads & Legal Notices		3,250				3,250
526310	Printing Services		20,000				20,000
526320	Typesetting & Reprographics Services		1,000				1,000
526420	Postage		49,000				49,000
526500	Travel		3,400				3,400
526800	Training, Tuition, Conferences		6,533				6,533
528100	License, Permits, Payments to Other Agencies		35,000		15,000		50,000
	Total Materials & Services		136,213		15,144		151,357
	Capital Outlay						
571500	Purchases-Office Furniture & Equipment		42,560		2,315		44,875
	Total Capital Outlay		42,560		2,315		44,875
	TOTAL EXPENDITURES	6.00	470,335	0.00	17,459	6.00	487,794

EXHIBIT A
ORDINANCE NO. 90-346

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE OPERATING:Operatiions							
Personal Services							

511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Facilities Superintendent	1.00	39,903			1.00	39,903
	Site Supervisor	2.00	51,410			2.00	51,410
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Scalehouse Clerk	10.00	185,710			10.00	185,710
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Scalehouse Clerk	1.25	23,213			1.25	23,213
511400	OVERTIME		28,000				28,000
512000	FRINGE		111,600		25,000		136,600
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	Total Personal Services	14.25	439,836	0.00	25,000	14.25	464,836
	Total Materials & Services		13,119,107		0		13,119,107
Capital Outlay							

571200	Purchases-Improvements Other Than Buildings		155,000				155,000
571400	Purchases-Equipment & Vehicles		77,400		(25,000)		52,400
571500	Purchases-Office Furniture & Equipment		4,000				4,000
			-----		-----		-----
	Total Capital Outlay		236,400		(25,000)		211,400
			-----		-----		-----
	TOTAL EXPENDITURES	14.25	13,795,343	0.00	0	14.25	13,795,343

EXHIBIT A
ORDINANCE NO. 90-346

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE OPERATING:Engineering and Analysis							
	Total Personal Services	8.42	407,766	0.00	0	8.42	407,766
	Materials & Services						
521100	Office Supplies		2,110				2,110
521110	Computer Software		1,000				1,000
521240	Graphics/Reprographic Supplies		2,500				2,500
524190	Misc. Professional Services		569,500				569,500
525640	Maintenance & Repairs Services-Equipment		0		144		144
525710	Equipment Rental		250				250
526200	Ads & Legal Notices		26,000				26,000
526310	Printing Services		17,700				17,700
526320	Typesetting & Reprographics Services		1,350				1,350
526410	Telephone		575				575
526420	Postage		4,900				4,900
526500	Travel		10,000				10,000
526800	Training, Tuition, Conferences		6,000				6,000
528310	Real Property Taxes		5,500				5,500
529500	Meetings		600				600
	Total Materials & Services		647,985		144		648,129
	Capital Outlay						
571500	Purchases-Office Furniture & Equipment		3,600		2,315		5,915
	Total Capital Outlay		3,600		2,315		5,915
	TOTAL EXPENDITURES	8.42	1,059,351	0.00	2,459	8.42	1,061,810

EXHIBIT A
ORDINANCE NO. 90-346

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE OPERATING:Waste Reduction							
	Total Personal Services	14.00	547,136	0.00	0	14.00	547,136
	Materials & Services						
521100	Office Supplies		3,011				3,011
521240	Graphics/Reprographic Supplies		14,650				14,650
521260	Printing Supplies		6,485				6,485
521290	Other Supplies		825				825
521293	Promotion Supplies		4,950				4,950
521310	Subscriptions		2,130				2,130
521320	Dues		535				535
521540	Maintenance & Repairs Supplies-Equipment		1,889				1,889
524130	Promotion/Public Relations		250,000				250,000
524190	Misc. Professional Services		1,317,400				1,317,400
524210	Data Processing Services		1,920				1,920
525640	Maintenance & Repairs Services-Equipment		0		864		864
525710	Equipment Rental		4,200				4,200
526200	Ads & Legal Notices		27,700				27,700
526310	Printing Services		22,708				22,708
526320	Typesetting & Reprographics Services		16,950				16,950
526410	Telephone		6,900				6,900
526420	Postage		5,742				5,742
526500	Travel		14,500				14,500
526800	Training, Tuition, Conferences		9,500				9,500
529500	Meetings		1,361				1,361
	Total Materials & Services		1,713,356		864		1,714,220
	Capital Outlay						
571500	Purchases-Office Furniture & Equipment		0		13,888		13,888
	Total Capital Outlay		0		13,888		13,888
	TOTAL EXPENDITURES	14.00	2,260,492	0.00	14,752	14.00	2,275,244

EXHIBIT A
ORDINANCE NO. 90-346

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE OPERATING:General Expenses							
Interfund Transfers							
581010	Trans. Indirect Costs to Gen'l Fund		1,605,069				1,605,069
581513	Trans. Indirect Costs to Bldg. Fund		74,773				74,773
581615	Trans. Indirect Costs to Insurance Fund		38,434				38,434
582513	Trans. Resources to Bldg. Fund		75,000				75,000
582140	Trans. Resources to Plan. Fund		864,368				864,368
582532	Trans. Resources to S.W. Debt Fund		764,749				764,749
582534	Trans. Resources to S.W. Cap. Fund		4,282,000		51,000		4,333,000
582535	Trans. Resources to S.W. Reserve Fund		12,000,000				12,000,000
582768	Trans. Resources to Rehab. & Enhance. Fund		328,500				328,500
583010	Trans. Direct Costs to Gen'l Fund		26,465				26,465
583615	Trans. Direct Costs to Insurance Fund		1,500,000				1,500,000
	Total Interfund Transfers		21,559,358		51,000		21,610,358
Contingency and Unappropriated Balance							
599999	Contingency		1,112,422		(85,670)		1,026,752
599000	Unappropriated Fund Balance		844,307				844,307
	Total Contingency and Unappropriated Balance		1,956,729		(85,670)		1,871,059
TOTAL EXPENDITURES		51.25	41,468,737	0.00	0	51.25	41,468,737

EXHIBIT A
ORDINANCE NO. 90-346

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE CAPITAL FUND							
Resources							
299000	Fund Balance		2,112,877				2,112,877
361100	Interest on Investments		1,191,181				1,191,181
385400	Revenue Bond Proceeds		15,700,000				15,700,000
391530	Trans. Resources from S.W. Oper. Fund		4,282,000		51,000		4,333,000
	Total Resources		23,286,058		51,000		23,337,058
Materials & Services							
METRO EAST							
524190	Misc. Professional Services		621,000				621,000
	Total Materials & Services		621,000		0		621,000
Capital Outlay							
METRO SOUTH							
571200	Purchases-Improvements Other than Buildings		2,200,000				2,200,000
571400	Purchases-Equipment & Vehicles		232,000				232,000
574510	Construction Work Materials		200,000				200,000
METRO EAST							
574130	Engineering Services		1,000,000				1,000,000
ST. JOHNS LANDFILL							
574571	Const. Work/Materials-Final Cover & Imp.		1,647,000				1,647,000
	Total Capital Outlay		5,279,000		0		5,279,000
Interfund Transfers							
582532	Trans. Resources to S.W. Debt Fund		3,688,232				3,688,232
	Total Interfund Transfers		3,688,232		0		3,688,232
Contingency and Unappropriated Balance							
999999	Unappropriated Fund Balance		13,697,826		51,000		13,748,826
	Total Contingency and Unappropriated Balance		13,697,826		51,000		13,748,826
	Total Requirements		23,286,058		51,000		23,337,058

EXHIBIT B
ORDINANCE NO. 90-346
SCHEDULE OF APPROPRIATIONS FY 1989-90

	Current Appropriation	Revision	Proposed Appropriation
SOLID WASTE OPERATING FUND			

Administration			
Personal Services	316,969	0	316,969
Materials & Services:	50,160	0	50,160
Capital Outlay:	0	0	0
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Subtotal	367,129	0	367,129
Budget and Finance:			
Personal Services	291,562	0	291,562
Materials & Services:	136,213	15,144	151,357
Capital Outlay:	42,560	2,315	44,875
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Subtotal	470,335	17,459	487,794
Operations			
Personal Services	439,836	25,000	464,836
Materials & Services:	13,119,107	0	13,119,107
Capital Outlay:	236,400	(25,000)	211,400
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Subtotal	13,795,343	0	13,795,343
System Planning & Engineering			
Personal Services	407,766	0	407,766
Materials & Services:	647,985	144	648,129
Capital Outlay:	3,600	2,315	5,915
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Subtotal	1,059,351	2,459	1,061,810
Waste Reduction			
Personal Services	547,136	0	547,136
Materials & Services:	1,713,356	864	1,714,220
Capital Outlay:	0	13,888	13,888
	-----	-----	-----
Subtotal	2,260,492	14,752	2,275,244
General Expense			
Contingency	1,112,422	(85,670)	1,026,752
Transfers	21,559,358	51,000	21,610,358
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Subtotal	22,671,780	(34,670)	22,637,110
Unappropriated Balance	844,307	0	844,307
Total Solid Waste Operating Fund Requirements	41,468,737	0	41,468,737

EXHIBIT B
 ORDINANCE NO. 90-346
 SCHEDULE OF APPROPRIATIONS FY 1989-90

	Current Appropriation	Revision	Proposed Appropriatio
SOLID WASTE CAPITAL FUND			
Materials & Services:	621,000	0	621,000
Capital Outlay:	5,279,000	0	5,279,000
Transfers	3,688,232	0	3,688,232
Unappropriated Balance	13,697,826	51,000	13,748,826
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Total Solid Waste Capital Fund Requirements	23,286,058	51,000	23,337,058

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

SOLID WASTE COMMITTEE REPORT

ORDINANCE NO. 90-346, AMENDING ORDINANCE NO. 89-294A
REVISING THE FY 1989-90 BUDGET AND APPROPRIATIONS SCHEDULE
FOR THE PURPOSES OF INCREASED SOLID WASTE OPERATIONS AND
ESTABLISHING A RENEWAL AND REPLACEMENT RESERVE IN THE SOLID
WASTE CAPITAL FUND

Date: May 2, 1990

Presented by: Councilor
Gary Hansen

Committee Recommendation: The Solid Waste Committee voted 4 to 0 to recommend Council adoption of Ordinance No. 90-346. Voting: Councilors Hansen, Bauer, Buchanan and DeJardin. Absent: Councilor Wyers. This action was taken May 1, 1990.

Committee Discussion/Issues: The staff report was presented by Roosevelt Carter of the Solid Waste Department. He stated that Solid Waste budget amendments were necessary to address 1) Workers compensation costs for the Operations Division; 2) Office panels; 3) Rehabilitation and enhancement fees; and 4) Renewal and Replacement Reserve.

Workers Compensation: An additional \$25,000 is necessary to cover the workers compensation costs of the Operations Division. The FY 1989-90 Solid Waste Department budget provides for an amount based upon a fringe benefit rate of 34 percent, consistent with the remainder of the Solid Waste Department. The effective fringe benefit rate for the Operations Division, however, is approximately 49 percent.

The Committee asked how Metro handles workers compensation--on actual costs or through insurance. Staff said they did not know but would get the answer from the Finance & Administration Department.

The Committee questioned why the rates for the Operations Division were higher than for other divisions. Staff stated that it was because of the greater exposure and risks to workers in operations compared to someone working at a desk.

Office Panels: The Solid Waste Department requests a transfer of \$19,670 from the Solid Waste Operating fund contingency for office panels. The panels were included in the FY 1988-89 budget, but the panels order was not properly processed and the funds appropriated for panels were carried over as part of the FY 1989-90 beginning fund balance. The current FY 1989-90 adopted budget, however, does not include the appropriation for purchases of the panels. The Department is currently renting the required panels.

Enhancement Fees: Payment of enhancement fees to the City of Forest Grove is retroactive to January 1, 1989. Although the payments from January 1 through June 30, 1989, were a FY 1988-89

SOLID WASTE COMMITTEE REPORT
Ordinance No. 90-346
May 2, 1990
Page 2

expense, the obligation of the expense was not incurred until FY 1989-90 and could not be charged to the 1988-89 budget. A transfer of \$15,000 from the Solid Waste Operating fund contingency is requested.

Renewal and Replacement Reserve: Metro is required to begin funding the Renewal and Replacement Account April 1, 1990. The minimum requirement that must be funded this fiscal year is \$51,000. The Solid Waste Department requests the transfer of \$51,000 from the Solid Waste Operating fund contingency.

Public Hearing: A public hearing was held by the Solid Waste Committee but no one appeared to testify regarding Ordinance No. 90-346.

There were no further questions, comments or issues and the Committee voted unanimously to recommend Council adoption of Ordinance No. 90-346.

GH:RRB:pa
RRB.177

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 90-346 AMENDING ORDINANCE NO. 89-294A REVISING THE FY 1989-90 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSES OF INCREASED SOLID WASTE OPERATIONS AND ESTABLISHING A RENEWAL AND REPLACEMENT RESERVE IN THE SOLID WASTE CAPITAL FUND

Date: March 30, 1990

Presented by: Bob Martin

FACTUAL BACKGROUND AND ANALYSIS

This ordinance provides the necessary budget amendments for the following items:

1. Operations Division Fringe Benefit Rate

The fiscal year 1989-90 adopted budget used an average fringe rate to calculate benefits for the Solid Waste Department. This practice assumes consistent average benefit costs in proportion to salary across all appropriation levels. With the appropriation level at the lower program level and the separation of the Budget and Finance section from the Operations Division this practice is no longer feasible. The average fringe rate does not take into consideration the extremely high workers compensation rate for Operation Division employees. In addition, the average salary of the Operation Division is much lower than the rest of the Department. As a result the ratio of fixed fringe benefit costs to salary is correspondingly higher. This problem has been addressed in the preparation of the FY 1990-91 proposed budget but needs to be corrected in FY 1989-90 as well. The effective fringe rate for the Operations Division is approximately 49% compared to approximately 34% for the remainder of the Department. This amendment requests the transfer of \$25,000 from the Operations Division Capital Outlay to Personal Services to fund the additional fringe benefit costs.

2. Office Furniture and Equipment

During fiscal year 1988-89, funds for office panels for new staff was appropriated in a budget adjustment adopted by Council in March 1989. Due to year-end workloads, the panel order was not properly processed. The funds appropriated for panels were carried over as part of the FY 1989-90 beginning fund balance, however, the current FY 1989-90 adopted budget does not include the appropriation for purchase of the panels. The Solid Waste Department is currently renting the required panels. The cost of the needed panels and connectors is \$18,518 with a one time only panel configuration fee of \$1,152. The action requests the transfer of \$19,670 from the Solid Waste Operating Fund Contingency to the following areas:

	<u>Capital</u>	<u>Materials & Services</u>
Budget and Finance	\$ 2,315	\$ 144
Waste Reduction	13,888	864
Engineering/Analyst	<u>2,315</u>	<u>144</u>
	\$18,518	\$1,152

3. Forest Grove Rehabilitation and Enhancement Fees

On July 27, 1989, the Council adopted Resolution No. 89-1102 requiring Metro to remit to the City of Forest Grove, rehabilitation and enhancement fees related to the operation of the Forest Grove Transfer Station. This resolution requires the payments retroactive to January 1, 1989. Although the payments from January 1 through June 30, 1989 were a FY 1988-89 expense, the obligation for this expense was not incurred until FY 1989-90, the date of Council adoption of Resolution No. 89-1102, and could not be charged to the FY 1988-89 budget. The six months of retroactive payments at \$0.50 per ton, are an unbudgeted expense to this fiscal year. This action requests the transfer of \$15,000 from Solid Waste Operating Fund Contingency to the Budget and Finance Division, Materials and Services, Payments to Other Agencies.

4. Establishment of Renewal and Replacement Reserve

The Master Bond Ordinance No. 89-319 adopted by Council November, 1989, required the establishment of a renewal and replacement account for the Solid Waste system. The renewal and replacement requirement shall be determined by a Consulting Engineer and shall commence the first day of the first calendar month following the date of issuance of the first series of Bonds. The first series of bonds for the Metro East Transfer Station was issued March 15, 1990. Metro is required to begin funding the Renewal and Replacement Account April 1, 1990. R.W. Beck, the consulting engineer, has determined the renewal and replacement requirement to be \$17,000 per month from April, 1990 through December, 1991 and \$61,000 from January, 1991 through June, 1992. The minimum requirement that must be funded this fiscal year is \$51,000. The renewal and replacement requirement is to be funded through disposal fees and not bond proceeds.

This action requests the transfer of \$51,000 from the Solid Waste Operating Fund Contingency to the line item "Transfer of Resources to the Solid Waste Capital Fund". The transfer will increase the Solid Waste Capital Fund resources by \$51,000. This amount will be placed in the unappropriated balance of the Capital Fund for the specific purpose, as designated by this ordinance, of funding the Renewal and Replacement Account requirement for FY 1989-90.

This action will necessitate the modification of the FY 1990-91 proposed Solid Waste budget. The Solid Waste Capital Fund ending fund balance for FY 1989-90 will be transferred to the Solid Waste Revenue for FY 1990-91. The amount designated for renewal and replacement in FY 1989-90 will be deposited into the beginning equity reserve of the Renewal and Replacement Account on July 1, 1990.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 90-346, increasing Solid Waste Operations and establishing a Renewal and Replacement reserve.

KR:

kr:ord89-90:swoper:sr
3/30/90



METRO

Memorandum

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Date: May 14, 1990
To: Rena Cusma, Executive Officer
From: Gwen Ware-Barrett, Clerk of the Council
Regarding: TRANSMITTAL OF ORDINANCE NO. 90-346

Attached for your consideration is a true copy of Ordinance No. 90-346 adopted by the Council on May 10, 1990.

If you wish to veto this ordinance, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Friday May 18, 1990. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, this ordinance will be considered finally adopted.

I, Walter Harley, received this memo and a true copy of Ordinance No. 90-346 from the Council Clerk on May 14, 1990.

Date: May 14, 1990

GWPB:lc
\Mem.Ord.